

Property and Construction Management Department



Boston Public Facilities Department

Thomas M. Menino, Mayor

Michael J. Galvin, Chief of Public Property

Patrick Harrington, Chairman
Michael Hatfield, Commissioner
John Walsh, Commissioner

September 22, 2011

Location:
Public Facilities Commission
26 Court Street, 11th Floor, Conf. Rm. 11A
Boston, MA 02108

Meeting Time: 2:00 p.m.

Dear Commissioners:

I recommend that the following votes, attached hereto and referred to as the AGENDA, be approved by the Commission at its September 22, 2011 meeting:

- | | | |
|-------------------|--|--------------------|
| VOTE 1 | CONTRACT TO CBA LANDSCAPE ARCHITECTS, LLC: To provide | \$46,000.00 |
| Jim Sessum | landscape design and construction administration services associated with the Harvard-Kent Schoolyard Improvement project. | |
| VOTE 2 | CONTRACT TO WARNER LARSON, INC.: To provide landscape design | \$46,000.00 |
| Jim Sessum | and construction administration services associated with the Grew Schoolyard Improvement project. | |
| VOTE 3 | CONTRACT TO KLOPFER MARTIN DESIGN GROUP, LLC: To | \$19,000.00 |
| Jim Sessum | provide landscape design and construction administration services associated with the Henderson Outdoor Classroom project. | |

Sincerely,

Michael J. Galvin
Director of Public Facilities Department and
Chief of Public Property

ROOM 811, BOSTON CITY HALL, BOSTON, MA 02201 617-635-4100 FAX: 617-635-3250

CAPITAL CONSTRUCTION OFFICE

26 COURT STREET, 10TH FLOOR, BOSTON, MA 02108 617-635-0546 FAX: 617-635-0555

**PUBLIC FACILITIES DEPARTMENT
AGENDA**

**PUBLIC FACILITIES COMMISSION
September 22, 2011**

- VOTE 1:** That the Director be, and hereby is, authorized to request from the Mayor, in the name and on behalf of the Commission, written authority to award a contract, without further advertising, pursuant to a publicly advertised request for qualifications in the Boston Globe on April 18, 2011, to CBA Landscape Architects, LLC, a limited liability company, with an office at 212 Elm Street, Somerville, MA 02144. Under the terms of this contract CBA Landscape Architects, LLC, will provide landscape design and construction administration services associated with the Harvard-Kent Schoolyard Improvement project. The term of this contract shall be 104 weeks from the date of execution at a cost not to exceed \$46,000.00, including \$14,000.00 for additional services, which is a fixed fee of 9.8% based on an estimated construction cost of \$325,000.00. The Director is also authorized to execute such contract, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.
- VOTE 2:** That the Director be, and hereby is, authorized to request from the Mayor, in the name and on behalf of the Commission, written authority to award a contract, without further advertising, pursuant to a publicly advertised request for qualifications in the Boston Globe on April 18, 2011, to Warner Larson, Inc., a Massachusetts corporation, with an office at 130 West Broadway, South Boston, MA 02127. Under the terms of this contract Warner Larson, Inc. will provide landscape design and construction administration services associated with the Grew Schoolyard Improvement project. The term of this contract shall be 104 weeks from the date of execution at a cost not to exceed \$46,000.00, including \$14,000.00 for additional services, which is a fixed fee of 9.8% based on an estimated construction cost of \$325,000.00. The Director is also authorized to execute such contract, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.
- VOTE 3:** That the Director be, and hereby is, authorized to request from the Mayor, in the name and on behalf of the Commission, written authority to award a contract, without further advertising, pursuant to a publicly advertised request for qualifications in the Boston Globe on April 18, 2011, to Klopfer Martin Design Group, LLC, a limited liability company, with an office at 8 Story Street, Cambridge MA 02138. Under the terms of this contract Klopfer Martin Design Group, LLC, will provide landscape design and construction administration services associated with the Henderson Outdoor Classroom project. The term of this contract shall be 104 weeks from the date of execution at a cost not to exceed \$19,000.00, including

\$7,000.00 for additional services, which is a fixed fee of 9.6% based on an estimated construction cost of \$125,000.00. The Director is also authorized to execute such contract, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.